



# JMG BEST PRACTICES

Please share your JMG Best Practices that are innovative, sustainable, and replicable.

*Mail, Email, or Fax this form using the contact information at the bottom of the form.*

TITLE:	Mock Interviews	
PARTICIPANT CONTACT CLASSIFICATION	<input type="checkbox"/> AR ~ Academic Remediation <input type="checkbox"/> CS ~ Community Service <input type="checkbox"/> FT ~ Field Trips/Guest Speakers <input type="checkbox"/> OT ~ Other	<input type="checkbox"/> CA ~ Career Association <input type="checkbox"/> ES ~ Employability Skills <input type="checkbox"/> GC ~ Guidance Counseling <input type="checkbox"/> WL ~ Work Based Learning
GROUP SIZE:	Small Group (< 10)   Medium Group (11-30)   Large Group (> 30)	
PARTNERS:	Community volunteers	

## Description:

### **Mock Interviews/Interview prep**

Recruit volunteers from the local business community to come in and interview students. In the week leading up to the interview, work with students on creating their resume to provide to the interviewers, making a list of questions to ask the interviewers, and give a list of questions that are commonly asked during an interview. Together as a class, work through creating organized and insightful written responses to those commonly asked questions. Also advise students that during the interview a few im-promptu questions will be asked. Discuss appropriate dress for an interview and on the day of the interviews give student a grade based upon how appropriately they are dressed. Each student should to interview with two or three community volunteers. During these interviews, community volunteers fill in a critique sheet for each student so that they might better realize the individual strengths/weaknesses of his/her interview.

School Name	Taken from Jobs for Illinois Graduates
Specialist Name	
Phone/Email	